

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State Zip Code

\_\_\_\_\_  
Phone Number

☐ Petitioner ☐ Respondent

**Appearing without a lawyer**

**MONTANA \_\_\_\_\_ JUDICIAL DISTRICT COURT  
\_\_\_\_\_ COUNTY**

In re the Marriage of:

\_\_\_\_\_,  
Petitioner,

and

\_\_\_\_\_,  
Respondent.

Cause No.: \_\_\_\_\_

**Request for Sheriff  
to Serve Documents**

To the Sheriff of \_\_\_\_\_ County:

Please serve upon the Respondent the following documents:

- ☐ Summons and Temporary Economic Restraining Order (original and one copy)
- ☐ Petition for Dissolution of Marriage
- ☐ Petitioner's Declaration of Income and Expenses
- ☐ Petitioner's Proposed Property Distribution
- ☐ Petitioner's Proposed Parenting Plan
- ☐ Notice and Acknowledgment to Child Support Enforcement Division
- ☐ Notice of Filing Montana Child Support Guidelines Financial Affidavit
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

Also enclosed is:

[ ] The Petitioner's Affidavit and Order of Inability to Pay Filing Fees which waives the fee for service in this matter;

**OR**

[ ] \$\_\_\_\_\_ to cover the fee for service in this matter

**MP 401 Request for Sheriff to Serve Documents DRAFT**

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1. Physical Description of Respondent: \_\_\_ ft \_\_\_ inches. Hair color \_\_\_\_\_ Eye Color \_\_\_\_\_  
Other: \_\_\_\_\_
2. The Respondent ☐ does not/☐ does carry a weapon.
3. At present, the Respondent can be found:
- ☐ At his/her residence: \_\_\_\_\_  
Times normally at this address: ☐ \_\_\_:\_\_\_ a/p to \_\_\_:\_\_\_ a/p and ☐ \_\_\_:\_\_\_ a/p to \_\_\_:\_\_\_ a/p.  
☐ Other: \_\_\_\_\_
- ☐ At his/her place of employment: \_\_\_\_\_  
Times normally at this address: ☐ \_\_\_:\_\_\_ a/p to \_\_\_:\_\_\_ a/p and ☐ \_\_\_:\_\_\_ a/p to \_\_\_:\_\_\_ a/p.  
☐ Other: \_\_\_\_\_
- ☐ Other location: \_\_\_\_\_  
Times normally at this address: ☐ \_\_\_:\_\_\_ a/p to \_\_\_:\_\_\_ a/p and ☐ \_\_\_:\_\_\_ a/p to \_\_\_:\_\_\_ a/p.  
☐ Other: \_\_\_\_\_

Please serve the papers on the Respondent as soon as possible. Please return the original Summons to me at the address above, along with proof of service or a statement that you were unable to locate the Respondent.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Petitioner without a lawyer (sign here)

**Record of Service (for Sheriff's use only)**

I certify that: **Choose One**

- ☐ I personally served the following documents:
- ☐ Summons and Temporary Economic Restraining Order (original and one copy)
  - ☐ Petition for Dissolution of Marriage
  - ☐ Petitioner's Declaration of Income and Expenses
  - ☐ Petitioner's Proposed Property Distribution
  - ☐ Petitioner's Proposed Parenting Plan
  - ☐ Notice and Acknowledgment to Child Support Enforcement Division
  - ☐ Notice of Filing Montana Child Support Guidelines Financial Affidavit
  - ☐ \_\_\_\_\_
  - ☐ \_\_\_\_\_

on the Respondent by delivering a copy to him/her personally on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the County of \_\_\_\_\_, State of \_\_\_\_\_.

**OR**

- ☐ After due effort, I was unable to locate or serve the Respondent in the County of \_\_\_\_\_

**MP 401 Request for Sheriff to Serve Documents DRAFT**

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\_\_\_\_\_, State of \_\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Sheriff  
By: \_\_\_\_\_  
Deputy Sheriff